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Newark Human Rights Commission **Annual Report 1976**

KENNETH A. GIBSON
Mayor

DANIEL W. BLUE, Jr.
Executive Director





KENNETH A. GIBSON, MAYOR

EARL HARRIS, MUNICIPAL COUNCIL PRESIDENT

JESSE L. ALLEN
Councilman-Central Ward

SHARPE JAMES
Councilman-South Ward

MICHAEL BOTTONNE
Councilman-West Ward

HENRY MARTINEZ
Councilman-East Ward

ANTHONY CARRINO
Councilman-North Ward

DONALD TUCKER
Councilman-at-Large

ANTHONY GIULIANO
Councilman-at-Large

MARIE VILLANI
Councilman-at-Large

Newark Human Rights Commission

Hope Jackson, Chairperson
Carl Peterman, 1st Vice Chairperson
Benigno Santiago, 2nd Vice Chairperson
Evelyn Salkin, Secretary
Leonard Chavis
Manuel Geraldo
Dr. Russell Greco
Gerard Muench
Jean Palumbo
Johnie Peterson
Rev. John R. Sharp
Dr. Robert V. Small
Courtney Weekes

Daniel W. Blue, Jr.
Executive Director

Compiled by:
Jane Bishkoff
Elba Andino
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Angela Corbo
Aida Guzman
Dora Kinchen
Janet Summer

Kenneth A. Gibson
Mayor

Human Rights Commission

920 Broad Street
Newark, New Jersey 07102
201 733-3890

Daniel W. Blue, Jr.
Executive Director

June 30, 1977

The Honorable Kenneth A. Gibson
Mayor City of Newark
City Hall
Newark, New Jersey 07102

Dear Mayor Gibson:

I am proud to present the 1976 Annual Report of the Newark Human Rights Commission to you. Its contents reflect the expansion of activities that has taken place despite cutbacks in the agency's budget. Through the dedication and hard work of both the Commission and staff in 1976 we were able to be of service to more of Newark's citizens than ever before.

Your continued support and interest in the Newark Human Rights Commission's endeavors have been of great assistance to us all.

Sincerely,

Daniel W. Blue, Jr.
Executive Director

DWB:JB:ag

Newark

Kenneth A. Gibson
Mayor

Human Rights Commission

920 Broad Street
Newark, New Jersey 07102
201 733-3890

Daniel W. Blue, Jr.
Executive Director

June 30, 1977

Newark Municipal Council
City Hall
Newark, New Jersey 07102

Dear Municipal Council Members:

The Newark Human Rights Commission is proud to present its 1976 Annual Report to you. 1976 was a year of achievement for both the Commission and staff, one in which the agency attempted to impact on more of Newark's citizens than ever before.

Your continued support in the endeavors of the Newark Human Rights Commission has been of great importance to the agency's operations.

Sincerely,

Daniel W. Blue, Jr.
Executive Director

DWB:JB:ag

1976 Newark Human Rights Commission Staff

Daniel W. Blue, Jr.	Executive Director
*Wanda Anderson	Clerk Typist (CETA)
Elba Andino	Community Relations Specialist (CETA)
Jane Bishkoff	Administrative Analyst
Michael Bradbury	Senior Community Relations Specialist
Margaret Bohannon	Community Relations Specialist
Carl J. Brinson	Affirmative Action Officer
Samuel Cleveland	Field Representative
Angela Corbo	Assistant Affirmative Action Officer
Edward Dowell	Field Representative (CETA)
Gloria Ellis	Personnel Records Clerk (CETA)
Leonard Fierro	Administrative Aide (CETA)
*Corrado Gigante	Senior Community Relations Specialist
Marie Gonzalez	Administrative Aide (CETA)
Santa Gonzalez	Principal Clerk Stenographer
Aida Guzman	Principal Clerk Stenographer
*James Helper	Affirmative Action Officer
Miriam Higgin-Botham	Receptionist-Typist
Hickman Holmes	Chief Community Relations Specialist
Pablo Jimenez	Community Relations Specialist
*Kenneth Johnson	Community Relations Specialist
*Theresa Johnson	Senior Clerk Stenographer
Phyllis Justice	Community Relations Specialist
Dora Kinchen	Chief Clerk
Phillip Mathis	Field Representative

*Jerilynn Mercer	Community Relations Specialist
Diane Mosely	Community Relations Specialist
Norma Nicholson	Secretarial Assistant
*Nelson Perez	Community Relations Specialist (CETA)
Julio Quinones	Field Representative (CETA)
*Reginald Reid	Community Relations Specialist
*Miriam Roman	Secretarial Assistant (CETA)
Justino Rosa	Community Relations Specialist
Joseph Scrimmager	Senior Community Relations Specialist
*Rev. Harry Spellman	Community Relations Specialist
Janet Sumner	Community Relations Specialist (CETA)
Edward Taliaferro	Field Representative (CETA)
Anne Trugman	Secretarial Assistant
*Ronald Varellia	Community Relations Specialist (CETA)
*Joseph Way	Field Representative (CETA)
*Margaret Wilson	Clerk Typist (CETA)

* No longer employed by the Commission

DIRECTOR'S MESSAGE

The Bicentennial year held a special meaning for those of us involved in the fields of human and civil rights. The two hundred year old phrase "...all men are created equal..." is one of deep meaning and promise.

The American concept of equality has continued to expand: equal rights have been granted to more and more groups of people throughout our nation's history.

We in the City of Newark must now examine how far the continuing struggle for equal rights has come, and assess the work that is still before us. This report is a signpost of the progress made in Newark in human rights during 1976. The Newark Human Rights Commission recognizes the many problems still to be addressed "...in order to form a more perfect union".



Daniel W. Blue, Jr.
Executive Director

CHAIRPERSON'S MESSAGE

It is not the number of years we live, our sex, physical strength, religious or ethnic background that is important in our lives. It is the quality of the life we live. The principles of human rights are basic. Each individual should have the rights to live an existence which allows the realization of his or her full potential. Everyone's life should be free of the shackles of discrimination and bias.

Within the new program year, many hours will be spent by Commissioners and staff planning and developing programs to upgrade the quality of life for Newark residents. A trained staff and committed Commissioners have accepted the charge of protecting and serving citizens. Bolstered by a very productive year in 1976, the Commission will move forward with renewed vigor and dedication: moving to insure for every woman, man and child, regardless of background, the human right to live fully, abundantly and freely.

Sincerely,

Hope Jackson

INTRODUCTION

The Newark Human Rights Commission is proud of its achievements in 1976. The establishment of the Committee on the Status of Women and the implementation of an innovative new affirmative action plan are only two of the highlights in this bicentennial year. The contents of this Annual Report represent a summary of the activities and accomplishments of the Newark Human Rights Commission and staff during 1976.

Mayor Kenneth A. Gibson appointed three new members to the Commission in July, 1976. Mr. Benigno Santiago is active in Newark's Hispanic community. He is employed by the Board of Education, Community Affairs Department. Mr. Gerard Muench is employed by the New Jersey State Employment Service, Youth Opportunity Center and is involved in conducting several youth programs in Newark specifically directed toward the Ukrainian community. Ms. Evelyn Salkin is the retired Chairperson of the Home Economics Department of Broadway Jr. High School. Since retiring, she has been involved in monitoring Title I programs for educationally and economically deprived children throughout the country and in securing funds for Newark's Title I and Outdoor Education Programs.

In October, 1976 some of the Commission's personnel relocated from Room 312, City Hall and 1 Lincoln Avenue to Rooms B-4, B-6, B-8 and B-10 in City Hall. This centralization of our offices enables the Commission to render more effective and expeditious service to the citizens of Newark.

Much of the strength and image of the Commission lies in the accuracy, ability and professionalism of our clerical staff under the supervision of Ms. Marie Gonzalez and Ms. Dora Kinchen. There are also two very competent and able secretaries under the supervision of Executive Director Daniel W. Blue, Jr.

A large reason for the progress of the Commission in 1976 is Rosalind Bressler, Assistant Corporation Counsel for the City of Newark. She was of invaluable assistance on any legal questions arising from case investigation as well as the legality of documents, forms or public hearings drafted or conducted by the Commission. The Newark Human Rights Commission and staff wishes to thank Ms. Bressler for lending us her cooperation and expertise.

The Newark Human Rights Commission is looking forward to 1977 as a year of expanded powers, increased responsibility in the area of affirmative action and the development of significant community relations programs.



Legislative History
of the
Newark Human Rights Commission

On October 15, 1952, the City of Newark joined other municipalities throughout the country in establishing an edict to guarantee its citizens peace, harmony, and domestic tranquility. To meet this challenge, the Mayor's Group on Inter-relations was established. This panel was organized with fifteen members appointed by the Mayor, with each member serving a term of five years or until their successor was appointed and qualified. These members served, as they do today, without compensation.

For ten years, the Group concentrated on eliminating prejudice and discrimination through educational programs and human relations training. By its tenth anniversary however, it was realized that the Mayor's Group had to broaden its scope in order to encompass the growing demands of the public. It was for this reason the Group's name was changed in 1962 to the present name 'Newark Human Rights Commission.' With the name change, the Commission's role grew to include requests for federal funding to help solve the increasing social problems, and initiation of several significant pilot projects.

The new decade of the 70's introduced yet another role for the Commission. In December of 1971, the Commission acquired power to enforce its fight against discrimination when the Blockbusting Ordinance was passed by the Municipal Council and placed under the jurisdiction of the Commission. With the passage of the Fair

Employment Practices Ordinance and the Fair Housing and Public Accommodations Ordinance in 1972 and 1973 respectively, the strengthening and expansion of enforcement power became one of the primary goals of the Commission

In 1974, with this goal of improving its enforcement power in mind, the Commission entered into a Memorandum of Understanding with the New Jersey Division On Civil Rights. This Memorandum of Understanding enabled the Commission to coordinate its enforcement activities with the Division under the New Jersey Law Against Discrimination. This cooperation between the two agencies led to the standardization of intake and other forms in 1975.

1976 was a most successful year for the Commission in expanding its enforcement powers. The Commission commemorated the nation's Bicentennial in January by including physical and mental handicap and sex and marital status as basis of discrimination in its basic mandate article 11. Also in January of 76, in keeping with International Women's Year, the Committee On The Status of Women was established by the Municipal Council and the city's administration as an adjunct of the Newark Human Rights Commission.

In 1976, after years of tedious planning and coordination, the State Legislature introduced legislation which, when passed, will permit the Attorney General to delegate to the Commission the power to investigate complaints and conduct conciliation hearings in accordance with the provisions of the New Jersey Law Against Discrimination. With the passage of Senate Bill 1606, the

Commission will be enabled to conduct hearings, to subpoena witnesses, administer oaths, take testimony, and conduct discovery procedures including the taking of interrogatories and oral depositions.

The findings and conclusions of the Commission resulting from the exercise of the foregoing powers will not constitute a final administrative decision, however, but will be submitted to the Director of the Division On Civil Rights who may rely and act thereupon in accordance with the New Jersey Law Against Discrimination.

Senate Bill 1606 has been approved by the State Senate and is scheduled for Assembly vote early in 1977. The bill is prerequisite to the Newark Human Rights Commission's qualifying for 706 deferral agency status with the Equal Employment Opportunity Commission. If the Commission thus qualifies, it will be eligible for federal funds to assist the EEOC in carrying out the mandate of Title VII of the Civil Rights Act of 1964 and the Equal Employment Opportunity Act of 1972.

CASE PROCEDURES

Anti-discrimination laws are enforced by the Newark Human Rights Commission. It is against these laws to deny employment, housing, education, or public accommodations because of race, creed, color, national origin, ancestry, age, sex, marital status, liability for military service or physical or mental handicap.

Any Newark resident who believes he or she has been discriminated against in any of these areas may call or visit the Newark Human Rights Commission within 180 days from the date of the alleged act of discrimination. A Community Relations Specialist will listen to the complaint and determine whether it is within the Commission's jurisdiction. If the Community Relations Specialist believes the Commission can help, the complaint will be recorded as a verified complaint which will then be notarized.

The complaint will then receive a case number and will be assigned to a Community Relations Specialist in the Compliance Unit for investigation. The Community Relations Specialist will keep the complainant advised of the progress of his or her case.

The initial phase of the investigation is a fact-finding process. The Community Relations Specialist will gather as many facts as possible by interviewing the respondent, that is the person ultimately responsible for the alleged discrimination, and any witnesses. He or she will review pertinent records and documents.

If the investigation finds there is not enough evidence to support the allegation, a finding of no probable cause is made. The complainant is notified of this decision by certified mail and his or her rights of appeal are explained. The case is then closed.

A finding of probable cause upholds the allegation. The case is then forwarded to the Special Services and Information Unit, whose personnel establish a date for a conciliation conference. A notice is sent to the respondent to appear at that time. Failure to appear is interpreted as an unsuccessful conciliation.

The conciliation conference is an informal attempt to come to an agreement between the complainant and respondent, mediated by the Newark Human Rights Commission conciliator. A successful conciliation agreement contains no admission of any discriminatory practices by the respondent, but does grant relief to the complainant. This agreement is established as an official part of the case record, which is then closed.

If conciliation is unsuccessful, the case is referred to the State Division On Civil Rights to be brought to public hearing through its standard operating procedures.

The Commission also handles cases of alleged blockbusting, that is illegal real estate practices related to possible racial steering or discrimination. Certain practices, as stated in the blockbusting ordinance, are forbidden; such as, signs exceeding 14 x 24 inches in area, canvassing without filing an intent to canvass form with the City Clerk's office of Newark, and the use of words, phrases and sentences to convey either overt or tacit discrimination.

Case Load 1976

	Open pre-1976	Opened in 1976	Closed in 1976
Employment	18	16	15
Housing/P.A.	2	4	5
Blockbusting	1	3	1
Police Relations	3	4	5

The following chart is indicative of the walk-in complaints which were handled by the Commission in 1976, in comparison with the past two years.

A Specialist of the day is responsible for interviewing clients to establish the type of assistance that is needed. Once the problem is presented the specialist decides if it is a discrimination case. If it is not, the specialist either refers the client to the appropriate agency or directly assist the client in alleviating the problem.

To insure that the complaint has received the proper assistance a follow-up is done by the Specialist immediately.



AFFIRMATIVE ACTION

Equal employment opportunity is the law. It is mandated by Federal, State and Local legislation, Presidential Executive Orders and definitive court decisions. However, there remains a need for employers to go beyond the establishment of "non-discriminatory" policies.

Experience has shown that many discriminatory practices remain so deeply ingrained in our basic institutions that these practices continue to have an unequal effect on certain groups in our society, even when the employer has no conscious intent to discriminate. Therefore, there is a great need for positive affirmative action to remove these discriminatory practices.

The major component of any Affirmative Action Program is to recognize barriers and remove them. Affirmative Action also means aiding persons who have historically been discriminated against in becoming qualified for jobs on an equal basis.

The City of Newark recognizes that an effective Affirmative Action Program not only benefits those who have been denied equal employment opportunity but will also greatly benefit our structure, which has often underutilized the great reservoir of human resources and skills among minority groups and women.

In 1966 the Newark Human Rights Commission was responsible for maintaining an Office of Affirmative Action which, in turn, was responsible for implementing two Affirmative Action Programs for

the City; the City of Newark Affirmative Action Program for Construction and the City of Newark Affirmative Action Plan for City Contracts, Leases and Franchises.

The Affirmative Action Program for Construction was developed because the City realized that there exists in the construction trade continued discriminatory practices which affect the ability of certain minority groups and women to carry on a livelihood in the trade of their choice.

The City Council created by Ordinance an Affirmative Action Review Council as an operating sub-committee of the Newark Human Rights Commission. The Review Council is empowered to review all construction trade related contracts granted by the City of Newark to ensure full compliance with the Affirmative Action Program. The Affirmative Action Officer, an employee of the Newark Human Rights Commission, and staff are charged with overseeing the actual implementation of this Program. The Review Council is comprised of eleven members representing the training school, the unions, the community and the City. Harry L. Wheeler sits as Chairperson of the Review Council.

All tax - abated construction sites are monitored daily by the Field Representatives of the Office of Affirmative Action. Contractors are required to employ minorities and women throughout each job classification and each trade on all sites.

The following is a list of all sites monitored during 1976:

1. St. Peters Community Park - Completed
2. Gateway II Bridge - Completed
3. James C. White Multi - Purpose Center - Completed
4. Interior of City Hall - Completed
5. To-Sault / Georgia King Village - Completed
6. Paving and Resurfacing of Various Streets
7. Elevator Installation at City Hall
8. Restoration of 31 Green Street - Completed
9. Morris Avenue Pool - Completed
10. Boylan Street Pool - Completed
11. Hayes Park Pool - Completed
12. Ironbound Little League Baseball Field - Completed
13. Ideal Toy Company
14. Newark Watershed at New Milford
15. Victoria Street Garage - Completed
16. Rehabilitation of Copper Dome, City Hall - Completed
17. West Kinney Street Apartments
18. Gladys Dickinson Health Center - Completed
19. Buecler Tree Experts - Completed
20. Reservoir Town Houses
21. Thomas Intile Tree Company - Completed
22. Housing and Recreation for Senior Citizen / Essex Plaza House
23. Construction of Curbs and Sidewalks
24. Rotunda Pool - Completed
25. New Community I - Completed
26. New Community II

27. Forest Hill House
28. Court Street Apartment - Completed
29. New Hope Village - Completed
30. Robert Clemente / Shalom Towers - Completed

The City of Newark Affirmative Action Plan for City Contracts, Leases and Franchises was created by an Administrative Directive of the Honorable Kenneth A. Gibson, Mayor and became effective January 1, 1976. A vendor doing business with the City is required to submit forms pertaining to the company's employment patterns and a statistical pattern of its workforce. These forms are returned to the Newark Human Rights Commission, Office of Affirmative Action, which has the responsibility of administering the Plan. Should the Company fail or refuse to complete and submit the forms, the Commission will recommend to the City that it not do business with the Company. The returned forms are evaluated to determine whether a company is carrying out an Affirmative Action Program in implementing its non-discrimination policy.

The City of Newark conducted business with approximately 200 vendors in 1976. The total dollar amount of purchases was \$8,308,853.00.

The Newark Human Rights Commission, to insure compliance with this Plan, works in conjunction with the Division of Central Purchase and Louis D. Lucarelli, City Purchasing Agent.

The year 1976 also saw the development of an Affirmative Action Program for Municipal Employees. The goal of this Affirmative Action Program is to achieve a City workforce in all job categories that is reflective of the available labor market in the City.

The Newark Human Rights Commission, Office of Affirmative Action, is looking forward to implementing its new Affirmative Action Program for Municipal Employees and exploring new areas where affirmative practices and procedures will ennance the objective of equal opportunity for all.



Community Activities

The Newark Human Rights Commission has attempted throughout the year to reach out and assist the community in general in all possible ways. A great amount of time was spent in making contact and working together with both old and new community organizations and agencies throughout the City of Newark. The agency has "lent an ear" to the primary concerns of the community and has tried to solve or alleviate some of the many problems afflicting it.

Several programs were sponsored by the Newark Human Rights Commission, alone or jointly with other organizations and agencies, in an attempt to encourage community involvement and participation and to establish mutual understanding among all ethnic groups throughout the City. These programs were a great asset in opening lines of communication between the agency and the community.

Listed and briefly described below are the programs held this year.

Annual Brotherhood Awards Ceremony

The program was held at the Newark Municipal Council Chambers on February 18, 1976. Awards were presented to the following leaders for having displayed a spirit of brotherhood in their dealings with our community:

Russell and Mollie Dawkins

Arthur Rosa

Albert Visco

Irene Barnes

John Albani

Rev. Clarence Bleakney

Salvatore G. Veltri

Bennie Ward

Genoveva Isona

The Keynote speaker was Mr. Pablo Rivera Alvarez, Equal Opportunity Specialist, of the Department of Housing Urban Development.

Black History Week

An exhibition of African culture was held the second week of February at Rotunda Park in the North Ward to develop a sense of self-esteem and self-identity among Blacks, and at the same time to familiarize other ethnic groups with Black History.

Seminar on the Handicapped

This program was conducted at Mt. Carmel Guild Multi - Service Center on June 17, 1976 to discuss problems of discrimination confronted by the handicapped in an attempt to aid in reducing or eliminating them. Among the panelists were:

Gene Terkelsen, Hoffman - La Roche Outreach

John Mulvihill, Public Relations, Mt. Carmel Guild

Robert McLane, Representative of the Blind

Victor Pollara, Assistant Chief Vocational Rehabilitation
Commission for the Blind and Visually Impaired

Eileen Cook, Coordinator Consultation and Education Mt. Carmel

Guild Jim Sacher, Department of the Public Advocate, Division
of Mental Health Michael Holder, Coordinator, Consultation and
Education Mt. Carmel Guild

Seminar on Human Rights

This was an informative program mainly designed to acquaint the members of the Spanish - speaking community with the service rendered by the Newark Human Rights Commission and other agencies. The Seminar was held at F.O.C.U.S., Inc. (Field Orientation Center for Underprivileged Spanish-Speaking) on September 29, 1976.

As well as speakers from the Newark Human Rights Commission, there were: Ada Montare, Field Representative, Department of the Public Advocate

Henry Bass, Field Representative, Department of the Public Advocate

Mercedes Cordeiro, Field Representative, State Division on Civil Rights

Julian Martinez, Equal Opportunity Specialist, Equal Employment Opportunity Commission

Mayor's Bicentennial Youth Conference

This conference was co-sponsored by the Newark Human Rights Commission and the New Jersey Region of the National Conference of Christians and Jews. It was held at the Newark Y.M.W.C.A. on April 14, 1976. It consisted of a series of seminars geared toward contributions the youth of Newark could make to the city's betterment.

Among the speakers were, the Honorable Kenneth A. Gibson, Robert Wilson, Director of the Y.M./W.C.A. and J. Harry Smith, President of Essex County College.

Human Rights Day

The Commission observes Human Rights Day annually as a way to give recognition to High School students in the City who have displayed outstanding leadership and academic achievement. The program was held at Weequahic High School on December 19, 1976. Honorable Wyona Lipman, State Senator, was the quest speaker.

The awardees were each presented with a \$200 scholarship.

The students awarded were:

Kari Jacob, Arts High School

Arnold Gratacos, Barringer High School

Kenneth Johnston, Central High School

Rosa Marie De Fonseca, East Side High School

Vera Marie Harris, Malcom X Shabazz High School

Patricia Ann Petrillo, West Side High School

Elisa Puzzuoli, Vailsburg High School

The Newark Human Rights Commission has actively participated and has been directly involved in other community activities with organizations, agencies and community groups in an attempt to establish a link of communication for the welfare of the community in general.

Listed below are some of the agencies, community groups and organizations with which the Newark Human Rights Commission has closely worked:

Newark Board of Education

Newark Housing and Redevelopment Authority

Newark Tenant Association
F.O.C.U.S., Inc.
C.U.R.A., Inc.
Hispanic Emergency Council
Rutgers University
APSIRA, Inc.
Newark Code Enforcement-Department of Public Works
Newark Rent Control Board
Essex County Welfare Board
Newark Consumer Action
Salvation Army
Internal Affairs - Newark Police Department
Golden Age Project
Metropolitan Ecumenical Ministry
Police Accountability Project
Bilingual Parents' Council
Newark Police Community Relations
S.A.R.A., Newark Police Department
Mt. Carmel Guild
Agency Executive Forum
United Community Corporation

During the year 1976, The Community Relations Unit responded very frequently to the many problems faced in the Newark Public School System such as confrontations among students, teachers and parents, vandalism and disturbances caused by students and others.

Our Community Relations Specialists held several meetings with students, parents, teachers and other members of the staff in an attempt to aid in alleviating some of these situations. Most of these meetings were very successful in reducing tension.

The Community Relations Unit was responsible for organizing Student Human Relations Councils in every high school of the City of Newark with the purpose of establishing a better link of communication, and developing and implementing programs within the schools for the betterment of the educational process.

The Community Relations Unit actively participated in many community tensions which arose in different sectors of the City involving community members and police officers, and disturbances in the Spanish - speaking community as a result of a lack of communication due to the language barrier.

Public Hearing on Conditions in the Hispanic Community

In early 1976 the Newark Human Rights Commission received several requests to examine the status of Hispanic residents of Newark. Complaints had been raised in the areas of housing, employment, educational opportunities, and the general well being of this growing community. After reviewing some preliminary background material, the Commission voted to hold public hearings to assess the situation and gather information. The Special Services and Information Unit of the Newark Human Rights Commission was assigned to plan, coordinate and publicize the activity.

Open hearings were scheduled for the evening of March 24 and the afternoon of March 25, to enable anyone who desired to speak to do so. The up-coming hearings were widely publicized, in both Spanish and English, through the news media and posters throughout the city. Letters of invitation went to Hispanic agencies and groups.

The hearing was held in the Municipal Council Chambers of City Hall. The panel was headed by the Commission Chairman, Rev. John R. Sharp, and consisted of Commissioners Leonard Chavis, Manuel R. Geraldo, Hope Jackson and Jacinto L. Marrero. Assistant Corporation Counsel Rosalind Bressler was available for any necessary legal advice or clarification. Commission staff members were prepared to provide translations if the need arose.

In the two days of hearings, approximately 50 speakers, representing numerous groups, organization and city departments, were heard. Topics addressed ranged from the availability of jobs, services, and education to housing and police brutality. Each speaker was permitted seven minutes to address the panel with additional time allotted for questioning from the Commissioners.

Following the hearing, the Commissioners reviewed the transcript of the proceedings. It became apparent that more questions had been raised than answered, so the staff of the Special Services and Information Unit was instructed to conduct additional research. Upon the receipt of this data, a lengthy report was compiled, which included a summary of the hearings, research material, and most importantly, recommendations. These recommendations concerned ways in which both the public and private sectors can, and should, aid in improving conditions in the Hispanic community.

The entire report was released at a press conference in the early summer of 1976. Mayor Gibson was formally presented with the report. At that time he stressed his agreement with the recommendations, and instructed municipal departments to begin implementation of them.

Although only a few of the recommendations came under the direct purview of the Newark Human Rights Commission, the Commission recognized its responsibility to follow up on its own suggestions. Meetings have been conducted, and continue, with city departments and agencies involved in the problem cited. Progress is admittedly slow, however change had been occurring.

Committee on the Status of Women

Throughout 1975, which was International Women's Year, members of the Newark Human Rights Commission met repeatedly with the Municipal Council to establish a body to deal with the problems particular to the women of Newark. The Newark Municipal Council and the Commission are responsible for representing all citizens, regardless of race, creed, national origin or sex; and both recognized the role of women in our society as continuously changing and in need of constant re-evaluation.

In approving a motion to establish a Women's Commission in Newark, the Council has recognized that an entity should be created which has a direct or indirect effect on the roles and responsibilities of women. The Commission on the Status of Women was established as an arm of the Newark Human Rights Commission and is intermittently required to make status reports to the Commission, and an annual report to the Municipal Council.

The Women's Committee is comprised of four (4) sub-committees with their own particular area of concern. The committees are:

1. Economic Committee
2. Legal and Women's Advocacy
3. Program Development
4. Employment

The program development of the committees consists of specific goals and objectives. These are to communicate information concerning activities and the purpose of the Committee on the solicit broad-based and representative participation of all elements of the community and solicit financial support and cooperation from the business community; finally, to heighten an awareness in the entire community of the overt and covert sexism in our society.

The Committee, which is composed of eight women and one man, was established in January 1976 to assist the Human Rights Commission in fighting prejudice against women in both the public and private sectors. They are as follows:

1. Larrie W. Stalks - Chairperson
2. Carole Graves - Co-Chairperson
3. Domitilia Maria Dos Santos - Secretary
4. Susan Barone
5. Ana Teresa Berrios
6. Leonard Chavis - (also Newark Human Rights Commissioner)
7. Hope Jackson - (also Newark Human Rights Commissioner)
8. Ruth McClain
9. Jean Palumbo - (also Newark Human Rights Commissioner)

TRAINING AND CONFERENCES

The Newark Human Rights Commission recognizes the importance of staff development and training. In an effort to improve the capabilities and effectiveness of its staff, training and conferences were encouraged in 1976. Training was geared not only to individual development, but to organizational development as well.

The nature of the Commission is such that it is necessary that the staff is trained in a variety of areas. The Compliance Unit's function is almost entirely dependent upon its thorough knowledge of the latest civil rights legislation. Information and new procedures received from training also aid in developing innovative investigatory techniques.

Training geared to foster communication skills, improve human relations and employee development aid the Community Relations Unit in designing programs and improving its field operations.

An assessment of clerical achievement levels, knowledge, potentials, behaviors, skills and performance prompted workshop training for the entire clerical staff of the Newark Human Rights Commission. This in-house program was initiated and coordinated by the agency's Chief Clerk and two secretarial assistants. In order to maintain a high degree of professionalism, basic secretarial skills were refreshed. The importance of preserving the Commission's good image with the public, colleagues and businesses

were stressed. In encouraging upward mobility in personnel, staff attended Civil service beginner's shorthand courses, refresher shorthand courses, effective listening training and telephone techniques. The active participation of staff proved to make these endeavors both meaningful and successful.

Throughout 1976, work goals, aligned with Agency goals, were a result of involvement in training and conferences. Managerial and supervisory development training were attended by staff involved in those areas. Conferences sponsored by federal, state and local agencies were attended by the staff in order to keep abreast of new concepts and developments regarding our mutual concerns. The establishment of high standards of performance in such a way that those involved find challenge and interest in performing the needed work has been a result of training participation.

Some of the training, workshops and/or conferences attended were: Issues in Supervision; Staff Development Program; Equal Employment Opportunity Commission/Affirmative Action, Management Seminar; and the Office of Dispute Settlement Community Negotiation Program.



EMPLOYEE OF THE MONTH

One of the standing committees of the Newark Human Rights Commission is the Employee of the Month Committee. This group is comprised of five employees who are charged with selecting one employee each month who has done an outstanding job for that month. Each candidate is evaluated on his/her knowledge and ability, dedication, initiative, leadership, innovative approach, attendance and promptness. At the end of the year an outstanding employee of the year is selected in accordance with the same criteria stated above.

The following is a list of employees who have been chosen Employee of the Month for 1976:

January - Margaret Bohannon

February - Angela Corbo

March - Pablo Jimenez

April - Jane Bishkoff

May - Phyllis Justice

June - Justino Rosa

July - Dora Kinchen

August - Gloria Ellis

September - Elba Andino

October - Samuel Cleveland

November - Edward Taliaferro

December - Carl J. Brinson

Each employee of the month receives a certificate signed by the Honorable Mayor Kenneth A. Gibson.

The Employee of the Year for 1976 was Pablo Jimenez, Community Relations Specialist. The Committee based its selection on the following:

- * His affable approach when dealing with complainants and staff.
- * His ability to assist co-workers with bilingual clients.
- * His active participation in various areas of the community beyond his everyday work assignments.
- * His admirable attendance and punctuality record exemplifying both the policy of the City administration and the Newark Human Rights Commission.
- * His thorough and professional approach in investigating his cases.

Mr. Jimenez was presented with a plaque from the Commission in recognition of the occasion.

HUMAN AND CIVIL RIGHTS ASSOCIATION OF NEW JERSEY

Newark Human Rights Commission staff and Commissioners are actively involved in this state wide organization. It is comprised of agencies on the city, state and federal levels, as well as interested groups from the private sector. Under the leadership of its President, Daniel W. Blue, Jr., it has become an advocate for civil rights issues across New Jersey, as well as a forum for the interchange of ideas, techniques and information among professionals in the field.

Regular meetings of the Human and Civil Rights Association of New Jersey are held monthly, at varying sites around the state. Special meetings were called as the need arises. The annual membership meeting is conducted as a part of the Association's yearly conference.

The 1976 Human and Civil Rights Association of New Jersey Conference was held on October 7 and 8, in Cherry Hill at the Rickshaw Inn and was hosted by the Camden Department of Human Resources. Newark Human Rights Commission staff actively served on the program committee. Entitled "We The People... the Next 200 Years" in commemoration of the nation's bicentennial, workshops dealt with the future of eight different areas of human and civil rights, from law enforcement and penal reform to thorough and efficient education and employment of the handicapped. Keynote speakers were New Jersey Public Advocate Stanley C. VanNess, New Jersey Attorney General William F. Hyland

Dr. Paul Jordan, Mayor of Jersey City, Arlene L. Churn of the Camden Municipal Court System, and Newark Mayor Kenneth A. Gibson. Special awards were given to six New Jersey activists for their outstanding contributions to human and civil rights in New Jersey. Awardees were: William Blakely - Corporate Manager of Personnel Relations, Engelhard Mineral and Chemical Corporation; Stanley VanNess - Public Advocate, State of New Jersey; Ruth Coleman - Director of Human Resources, Camden; The Honorable William O. Perkins, Jr. - Assemblyman, 31st District; Eileen P. Thornton - National President, Women's Equity Action League.

Newark Human Rights Commission staff also planned the Human and Civil Rights Association of New Jersey workshop at the Annual League of Municipalities Convention on November 17, 1976, in Atlantic City. The program, "Municipal Responsibilities for Affirmative Action", addressed state and federal laws with which cities must comply to qualify for revenue sharing, Housing and Community Development and other funds.

The panel was moderated by William Blakely, Speakers were: Mary E. Brooks - Director of Research and Planning, Suburban Action Institutes; S. Leonard Di Donato - Director, Division of Building and Construction, New Jersey Department of Treasury; Arthur L. Finkle - Assistant Director of Personnel Management and Employee Development, State of New Jersey Department of Civil Service.

BUDGET

1976 brought severe restraints to the City of Newark and the Newark Human Rights Commission. Although the responsibilities of the Commission increased, the municipal operating budget decreased. Agency programs, practices and procedures were reviewed to heighten efficiency and ensure the continued delivery of necessary services. The addition of more federally funded employees aided somewhat in alleviating the burden, but the Commission has still had to learn to do more with less.

Listed below are the major item categories and the allocated amounts deliniated by the 1976 municipal budget, with 1975 figures included for comparative purposes.

	1976	1975
salaries and wages	280,213.	322,723.
other pay (overtime)	2,198.	8,125.
services by contract or agreement	6,918.	7,350.
material and supplies	4,175.	6,120.
equipment	1,338.	0
miscellaneous	1,700.	3,000.
total	296,542.	347,318.
number of employees	24	28

THE FUTURE OF THE COMMISSION

The Newark Human Rights Commission has definite plans for the future. The Commission, as a local human rights agency, is coordinated with Federal and State agencies. In the future, the Commission expects to be highly synchronized with the State Division on Civil Rights and the Equal Employment Opportunity Commission. As previously mentioned, the Commission is looking forward to the enactment of state legislation whereby the Attorney General may delegate to the Commission the power to conduct hearings, subpoena witnesses, administer oaths, take testimony and conduct discovery procedures including the taking of interrogatories and oral depositions in accordance with the provisions of the New Jersey Law Against Discrimination. Upon passage of the legislation, the Commission will be eligible for 706 agency status with the Equal Employment Opportunity Commission.

In other areas, the Commission expects to implement an Affirmative Action Plan for Municipal Employees in 1977 whereby the City will take affirmative action to:

- Base decisions on employment so as to further the principle of equal employment opportunity.

- Insure that promotion decisions are in accord with principles of equal employment opportunity by imposing only valid requirements for promotional opportunities.

- Recruit, hire and promote all job classifications without regard to race, color, creed, religion, ancestry, national origin, sex, marital status or physical or mental handicap except where sex is a bona fide occupational qualification.

NEWARK HUMAN RIGHTS COMMISSION ORGANIZATIONAL CHART

